

IDAHO HEATING, VENTILATION AND AIR CONDITIONING BOARD MEETING

Tuesday – February 5, 2008 – 9:00 A.M.

Division of Building Safety

Board Conference Room

1090 East Watertower Street

Meridian, ID

NOTE: The following report is not intended to be a verbatim transcript of the discussions at the meeting, but is intended to record the significant features of those discussions.

The meeting was called to order by Chairman Pat Minegar at 9:00 a.m. on Tuesday, February 5, 2008.

Board Members Present:

Pat Minegar, Chairman

Dan Brizee, Vice Chairman

Carol Alexander

Steve Brown

Jim Byrer

Tom Daniels

Mike Wisdom

DBS Staff Members:

Kelly Pearce, Administrator

Steve Keys, Deputy Administrator, Operations

Carl Lohrengel, HVAC & Plumbing Bureau Chief

Kirk Weiskircher, Financial Specialist, Principal

Russ Owen, HVAC Code Specialist

Al Caine, Licensing & Compliance Manager

Roger Gabel, Deputy Attorney General

Renee Bryant, Administrative Assistant 2

Danielle Lefler, Administrative Assistant 2

Brandee Pasborg, Office Specialist 2

Chris Critser, Plumbing/HVAC Inspector Supervisor

Rick Brown, Plumbing/HVAC Inspector Supervisor

Terry Blessing, Consultation and Outreach Advisor

Chris Jensen, Consultation and Outreach Advisor

Jack Rayne, Building Bureau Chief

Randy Baker, HVAC Inspector

Kirk Weiskircher introduced himself as the Division's new Financial Specialist, Principal.

♦ Approval of the February 5, 2008 Agenda

Steve Brown asked to address, under "Old/New Business", the recent LP gas explosion in Valley County.

MOTION: Carol Alexander moved to approve the agenda. Jim Byrer seconded. All in favor, motion carried.

♦ Approval of the October 23, 2007 Board Meeting Minutes

MOTION: Dan Brizee moved to approve the October 23, 2007 Board minutes. Mike Wisdom seconded. All in favor, motion carried.

♦ Financial Report

Kirk Weiskircher reviewed the Financial Report included in the Board packet.

MOTION: Mike Wisdom moved to approve the Financial Report. Steve Brown seconded. All in favor, motion carried.

♦ **Exam Summary Report**

Al Caine reviewed the I.C.C. HVAC Exam and the HVAC Journeyman First Exam Attempt Reports.

♦ **Request for Administrative Appeals Hearing**

Shafer Heating and Cooling, Inc. (NOV #HVC-210) and Jeremy Veith (NOV #HVC-211) – Neither party, nor representatives for the parties, were present for their scheduled appeals hearings; therefore, abandoning their appeals. Deputy Attorney General Roger Gabel’s recommendation to the Board was for him to draft letters to both parties stating their appeals were abandoned and the penalties stood as issued.

MOTION: Dan Brizee moved to approve Roger Gabel’s recommendation. Steve Brown seconded. All in favor, motion carried.

♦ **Chimney Shroud Code Requirements (Proposed Legislation)**

No new updates to report.

ACTION: Dan Brizee to address this topic at the May 14, 2008 meeting.

♦ **Compliance Reports – Notice of Violations and Warnings**

The Civil Penalty and Warning Letter Reports were reviewed. Al Caine reiterated the term “constant-on-the job supervision” does not apply to HVAC apprentices. They must, however; work under the supervision of a certificated HVAC journeyman or certificated HVAC specialty journeyman.

♦ **LP Gas Specialty License**

A proposal, developed by the Rocky Mountain Propane Association committee, for an HVAC LP-Gas Specialty License was addressed. The proposal would require a minimum of two years experience and allow propane dealer’s to install free-standing appliances, dryers, ranges, single shop unit heaters and radiant tube heaters.

A copy of the proposed rule was not in the board packet, nor distributed during the meeting. Therefore; Baron Glassgow requested the proposed final rule be moved to the “Action Agenda” for the May 14, 2008 HVAC Board meeting.

ACTION: The proposed final rule on the HVAC LP-Gas Specialty License to be placed on the May 14, 2008 HVAC Board meeting agenda as an “Action” item.

ACTION: Baron Glassgow to submit the proposed final rule to the Division, no later than Friday, April 18, 2008.

ACTION: Written comments and/or concerns, for the Board to address, need to be submitted to Carl Lohrengel at the Division of Building Safety no later than Wednesday, April 30, 2008.

♦ **Apprentice Related Training Requirements**

As part of the mandatory school requirements, the Division compares school rosters with DBS registered apprentices at the beginning of each fall semester. The number of non-enrolled HVAC students this year is significantly less than last year. As a double check, the Division provides a listing of non-enrolled students to DBS inspectors and outreach advisors for comparison when checking licenses in the field.

North American Technician Excellence (NATE) – The possibility of incorporating the NATE program into HVAC's fourth year apprenticeship program was briefly discussed. The consensus was NATE is a testing institute, not a training institute, and therefore; is more suitable at the journeyman level than an apprenticeship level.

◆ **Solid Fuel**

No new updates to report regarding the Division's need to broaden the scope of their inspections to include all solid fuel burning.

ACTION: Dan Brizee to address this topic at the May 14, 2008 meeting.

◆ **Dryers (Exhaust Ducting and Room Ventilation System)**

A citizen's concern posed questions regarding the termination of dryer vents. There are no termination requirements in the Idaho Mechanical Code for dryer vents. The Bureau currently posts dryer vent stickers in the dryer box at the time of final inspection.

◆ **Bureau Chief's Report**

A power point presentation, presented by Carl Lohrengel, included the following topics:

Bureau's Activities - Permit inspections, licensing and inspector training. Welcome Randy Baker, the Bureau's newest HVAC Inspector. Mr. Baker will inspect Valley County and North Adams County.

Program Accreditation - The Bureau is working with cities and counties to establish proper credentials.

Plan Review - DBS is working on the requirements for commercial HVAC plan review. A few of the requirements are: All plans must have a state stamp prior to going to bid; stamped plans will need to be on-site for inspector's review; and no permit will be issued until plans are approved. The implementation date is scheduled for June 1, 2008. A certified plan check agency will be able to review plans upon the Bureau receiving their ICC credentials.

ACTION: The Bureau, prior to June 1, 2008, will post all information pertaining to the new commercial HVAC plan review procedure to the Division's website.

Heat Loss Calculations - As of June 1, 2008, calculation forms (residential only) will need to be completed by the HVAC contractor. The form will need to be present at the final inspection with the installation instructions for the equipment.

New Sticker - The Division consolidated inspection stickers; creating one combination sticker. The final positioning will be inside the electrical panel door. It will not replace the ground work stickers for hydronics nor the yellow gas pressure tag.

◆ **Administrator's Report**

Plan Review – A "Virtual Reality" office has been created by the State Fire Marshal's, wherein they electronically review and transmit their comments to DBS. In turn, the agency's comments and the State Fire Marshal's comments will be consolidated into one plan review report for the contractor and/or architect.

Idaho's Economy – The Southwest Idaho Builders Association released a study, based on last calendar year, in which 14,000+ jobs were created due to 4700+ homes being built in this valley. Within the last six months to one year, the downturn in construction has been dramatic. There are areas throughout the state where the industry is still booming, however; as a whole, the state is seeing dramatic deterioration in the construction industry.

♦ **New/Old Business**

Valley County LP Gas Explosion – This was addressed under the LP Gas Specialty License topic.

Inspector's Work Weeks –HVAC inspectors will continue to work four ten-hour weeks. It was suggested the inspectors change their works weeks, to better accommodate the industry, from Monday through Thursday to Tuesday through Friday.

Chairman Pat Minegar adjourned the meeting at 11:47 a.m.

PAT MINEGAR, CHAIRMAN
HEATING, VENTILATION AND
AIR CONDITIONING BOARD

C. KELLY PEARCE, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

DATE